

~~CONFIDENTIAL~~  
Security Information

DIARY NOTES

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ADD/A [REDACTED]

28 April 1953

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1. [REDACTED] and Shef Edwards advised me that they were studying the President's most recent order on security and would give us a full briefing as soon as they could finish their analyses.

2. Arranged for a switch to be installed in General Cabell's Office so that he can hear his telephone when he is working alone.

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3. Also instructed [REDACTED] to insure that outside calls to the Offices of the Director, Deputy Director, Deputy Director (Plans), Deputy Director (Intelligence), and Deputy Director (Administration) were switched to the Watch Officer when they were not answered.

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4. After telephone calls from [REDACTED] and [REDACTED] concerning space for their Laboratory, met with [REDACTED] and [REDACTED]. Instructed them to attempt to extend the lease on the Rosslyn property for one more year with a thirty-day option to terminate.

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5. [REDACTED] advises that General Cabell wants to push the Army and insist that they order [REDACTED] back for an interview. General Cabell wants to call the Pentagon himself but will consult with General Morris and get all of the details before doing so. I have alerted General Morris.

6. Mr. Pforzheimer telephoned to say that we had received a form letter from Senator Styles Bridges requesting a report on all office space occupied [REDACTED] other than that obtained through the General Services Administration. I told Mr. Pforzheimer to coordinate this with the Logistics Office but that it appeared to me that our letter should merely say that our space was being reported by the General Services Administration.

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7. Matt Baird was in to say that the information which he and [REDACTED] had given to me yesterday concerning air conditioning for the Recreation and Services Building was incorrect. He stated that there were actually thirty-one rooms for which there would be no air conditioning units installed and that outside rooms had not been provided for at all. He believed that it might be impossible to use some of these rooms this summer unless we got them air conditioned and I reassured him of our interest in solving this problem but told him that I frankly saw no way to do it unless Mr. Dulles could get permission to spend more money for this purpose.

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DD/A:

Tuesday, 28 April 1953

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1. DD/A approved administrative plan for IO Division Subsidy Project (ER-3-9580 - Hand carried by [REDACTED], PAPS.)

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5. DD/A approved of nominees selected to attend the Strategic Intelligence School. Individuals selected to attend the May class are: [REDACTED]

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Only two applications for the August class were received; OTR will reannounce this class. (ER-3-9504 - Original forwarded to Director of Training.)

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6. DD/A noted commendation in behalf of Mr. Meloon in connection with his work as Vice Chairman of the 1953 Red Cross Campaign. (ER-3-9463 - Forwarded to AD/Personnel)

7. DD/A approved Promotion of [REDACTED] Deputy Chief of Security, from GS-16 to GS-17. (Standard Form 52 to [REDACTED] for forwarding to AD/Personnel.)

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SA/DD/A [REDACTED]

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1. Forwarded to [REDACTED] for his information a memorandum for the DD/A from the Inspector General requesting that Regulation No. [REDACTED], TESTING, be withdrawn at this time. [REDACTED] will look into this and, if he feels it should be published, he will bring the matter to the attention of the ADD/A. (ER-3-9498)

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2. Forwarded to OGC for recommendations and/or comments the paper regarding the disbursement claim by [REDACTED] Requested that this paper be returned by 1 May 1953. (ER-3-9574 and Er-3-9177)

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ADD/A:

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1. Returned to the Chief, General Services Office, via the Regulations Control Staff, their proposed Notice No. [REDACTED] (STANDARDIZATION OF FILING SUPPLIES) with the following note: "I think that the objective of standardizing filing supplies is a good one. However, acceptance of this principle by Agency offices affected cannot be taken for granted. Since we are trying to introduce the concept of a good Records Management Program, it should not be associated with any impression that changes are being made arbitrarily without advance discussion. Changes are always more palatable when those affected have been consulted. Before publishing the proposed Notice, I believe you should get concurrences from principal using offices." (ER-3-9598A)

2. In a memorandum to the Chief of Operations, Office of the Deputy Director (Plans), the ADD/A acknowledged receipt of his memorandum of 24 April 1953 on the subject of "Facilities for Handling Mental Cases" and stated that the Director of Security, in consultation with the Chief, Medical Staff, had been directed to undertake an immediate study of the problem and submit recommendations. (ER-3-9495A)

3. In a memorandum addressed to the Comptroller, the Assistant Director (Personnel), Director of Security, Chief, Logistics Office, and Chief, General Services Office, the ADD/A requested them to nominate at least one individual from their respective offices for attendance at one or more of the following schools: Army War College, Naval War College, Air War College. Nominations were requested to be submitted to the Office of the DD/A not later than 6 May. (ER-3-9546)

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4. The ADD/A approved of a travel order for Mr. James A. Garrison, Chief, Logistics Office, and [REDACTED] Chief, Supply Division, Logistics Office, in connection with their proposed trip to Europe and the Near East on or about 14 May 1953 for the purpose of providing/better understanding between Headquarters and European personnel for effective logistics support, and to assist in the expeditious establishment of the [REDACTED] Supply Base. (ER-3-9641)

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